

18 January 1957

21

MEMORANDUM FOR: Secretary, Intelligence Advisory Committee

FROM: Chairman, NIS Committee

SUBJECT: Review of Draft Background Data on
Standing Subcommittees of IAC

REFERENCE: Your Memorandum for Chairman, NIS Committee
dated 16 January 1957, subject as above

1. The enclosed excerpt from the draft handbook relating to the NIS Committee, which was submitted for review, is concurred in subject to the three revisions which have been indicated thereon.

2. Attached to the draft is the roster of the current membership of the NIS Committee as requested in reference memorandum.

25X1A9a

Enclosure:
Draft IAC-D-104

~~SECRET~~

INTELLIGENCE ADVISORY COMMITTEE

16 January 1957

25X1A9a

MEMORANDUM FOR: [REDACTED]

Chairman, National Intelligence Survey Committee

SUBJECT :: Review of Draft Background Data on
 Standing Subcommittees of IAC

1. You will recall that some months ago your committee assisted the IAC Secretariat in preparing a summary of general background data concerning the committee, which included material on its origin and functions, membership, meetings and reports or publications. This information, as well as similar data furnished by other IAC subcommittees, has been very useful in answering general inquiries regarding committee activities which are frequently addressed to the IAC Secretariat.

2. After this type of data was received from all of the standing subcommittees of the IAC, the material was compiled in a draft "Handbook of the Standing Subcommittees of the Intelligence Advisory Committee." Tentative clearance was recently received for the publication and appropriate circulation of this document throughout the intelligence community.

3. The enclosed excerpt from the draft handbook was reprinted in the form which your committee approved sometime ago. However, because data was received from different committees at different times over a period of several months, we recognize that minor deletions or additions in the draft your committee originally reviewed may now be warranted (e.g., subsequent reports, changes in working groups, alteration in time or place of meetings). Accordingly, we would appreciate your reviewing this draft and returning one copy of it, indicating

~~SECRET~~

~~SECRET~~

your approval and changes, if any, which you deem essential. At the same time we would like to receive a roster of the current membership of your committee, typed according to the enclosed form, so that the format used in the published handbook will be identical for all the subcommittees.

4. Because it is proposed to publish this manual in the near future, we would appreciate receiving your clearance of this draft, together with the current membership list, no later than close of business Friday, 25 January. If you have any questions regarding this matter, please refer them to the IAC Secretariat (Code 143, extension 3402).

25X1A9a



Secretary

Attachments

- 2 -

~~SECRET~~

NATIONAL INTELLIGENCE SURVEY COMMITTEE

Origin and Functions

Survey
The National Intelligence Program was initiated pursuant to National Security Council Directive No. 3, 13 January 1948, and the authority for the establishment of the NIS Committee derives from the NIS Standard Instructions which were developed to implement that directive.^{1/} The NIS Standard Instructions provide for a standing interagency NIS Committee, allocate responsibilities, and establish procedures for the conduct of the NIS program. They were approved by the IAC^{2/} and by the NSC.^{3/}

In general, the National Intelligence Survey Program is concerned with the collection, coordination, and publication of basic intelligence on all foreign countries and areas needed for high-level operational and strategic planning, national estimates, and policy determinations. Some forty ~~agencies~~^{res} of the government participate in the program in accordance with their specialized capabilities. *activities*
The Director of Central Intelligence has general responsibility for coordinating the NIS program, and the NIS Committee, acting for the IAC, performs the following specific functions:

- 7/ 1. Recommends over-all policies for the NIS Program, ~~for intelligence agency approval;~~
2. Determines the scope and treatment of each NIS to be produced;
3. Allocates responsibility for production and maintenance of NIS in accordance with the intelligence requirements, production capabilities, and dominant interest of the intelligence agencies concerned;

1/ See NSCID No. 3, para. 1 a, 13 January 1948.

2/ Memo from DCI to Exec. Sec'y., NSC, 13 December 1948.

3/ Memo from Actg. Exec. Sec'y., NSC to DCI, 28 December 1948.

~~SECRET~~

4. Establishes NIS production and maintenance schedules based upon JCS priorities and agency capabilities;
5. Promulgates procedures and instructions for the preparation, review, editing, and submission of NIS contributions; and
6. Recommends to CIA measures necessary for the coordination of the NIS Program.

Membership

Present membership of the NIS Committee includes representatives from State, Army, Navy, Air Force and CIA. These agencies designate a member, and an alternate member, to the NIS Committee. This member represents and speaks for the Chief of the Intelligence Agency of the Department from which he is accredited. The CIA member is ex-officio chairman of the Committee. The NIS Committee ~~has no standing subcommittees~~. The NIS Committee has only one active standing subcommittee which implements NIS Committee policies with respect to production of NIS Chapter IX (Map and Chart Appraisal). For other NIS Chapters, and resolution of specific problems, reliance is mainly on ad hoc subcommittees.

In addition to various sections of the NIS, gazetteers of standard geographic names are published as an integral part of the NIS Program. An active maintenance program with respect to published elements of both the NIS and gazetteers is also underway.

Reports of all NIS Committee meetings are furnished to the members for use in implementing Committee decisions within their respective agencies. An annual report is prepared for the DCI and the IAC agencies by the CIA Coordinator of the NIS Program, who also serves as Chairman of the NIS Committee, on a fiscal year basis and usually carries a July date.

Meetings

Regular meetings are held by the NIS Committee bi-weekly, as a rule, and special meetings are called by the Chairman, or at the request of a member. Meetings are usually held at 1000 hours on a Tuesday at Harriet Lane Hall, 10th and Independence Avenue.

~~SECRET~~

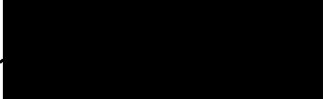
IAC-D-104

Present Membership

		<u>Name</u>	<u>Agency</u>	<u>Code</u>	<u>Ext.</u>
	25X1A9a				
Vice Chairman			CIA	143	4217
			CIA	143	4217
	Member	Clinton, Daniel J.	State	191	3518
Alt.	Member	Kain, Ronald S.	State	191	3453
	Member	Smith, David H., Lt. Col.	Army	131	75526
Alt.	Member	Jacobson, James W., Maj.	Army	131	71497
	Member	Styles, Ralph E., Capt.	Navy	131	54583
Alt.	Member	Holschuh, Howard W., LCdr	Navy	131	76180
	Member	Carnes, Sam A., Col.	Air Force	131	75830
Alt.	Member	Avery, Hamilton K., Lt. Col.	Air Force	131	75978

//////////

25X1A9a

* Notified  by phone
23 Jan 57 - 114